# Meeting Minutes

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| Project Name: IPRS | Doc. Version No: 1.0 | Status: Final | Date: 10/22/2003 |

**Meeting Name:**  IPRS Core Team Meeting

**Facilitator:**  Thelma Hayter, DMH

**Scribe:**  Evelyn Woodard

**Date:**  10/22/2003

**Time:**  10:00AM TO 1:00PM

**Location:**  Crossroads, Conference Room 3

## Attendees

### Name

**IPRS Core Team**

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| Gary Imes | Jeffrey Poole |
| Jean Revenew | Bobby Minish |
| Thelma Hayter | Cathy Bennett |
| Deborah Merrill | Sharlene Bryant |
| Sarah Liles | Evelyn Woodard |
| Rick DeBell | Kellie Fessler |
| Betty Cogswell | Paul Carr |
| Shawn Holland | Tim Sullivan |

**Area Programs**

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|---|---|---|
| Albemarle | Edgecombe-Nash | Rockingham |
| Catawba | Johnston | SE Center |
| Centerpoint | Lee-Harnett | Smoky |
| Crossroads | Mecklenburg | VGFW |
| Cumberland | New River | Wake |
| Eastpointe | Pathways | |

## Agenda

| Item No. | Topics | |
|---|---|---|
| (1). | Division and EDS Review | Request approval of the October 22nd meeting minutes. Discuss October 24th checkwrite results: upcoming checkwrites – November 10/31. |
| | | Review results of the previous Checkwrite, noting problems researched, solved or still being researched and checkwrite summary report. |
| | | Bug Central Status, review status of action items and issues related to support pilot Area Programs, key CSR's. |
| | | IPRS Operations Support: File Maintenance, Security and Help Desk |
| (2). | Pilot Area Programs and Others | Area Program Checkwrite Status – follow-up on the checkwrite cycle for October 24, 2003; preparation for October 31, 2003 checkwrite. Follow-up on action items from last meeting. |
| | | Area Programs questions and comments regarding October 24th checkwrite. Specific agenda items; approve October 22nd meeting minutes for posting, TPA status, Healthchoice, Review ADMRI rates, Support of 835 and 8599 macros. Any other Area Program questions or comments. Concluding remarks from DMH and/or EDS. |
| (3). | Miscellaneous | Other IPRS related topics for discussion. |

| Item No. | Topics |
|---|---|

**1.** **Administration Notes (Division and EDS review):**

**General Discussions and Questions:**

Tim Sullivan, EDS Systems Manager, will attend the Core Team meetings going forward.  All EDS Systems Engineers (Medicaid and IPRS) will report to Tim administratively in a joint effort to improve communication, interaction, organization and planning and other areas deemed necessary. Merging the Systems Engineers into one resource pool will not effect the existing policies and procedures already implemented by Medicaid and IPRS.

DMH IT Services will notify the new Area Programs they are invited to participate in the weekly IPRS Core team conference calls held each Wednesday starting at 10:30am.  Although participation is not mandatory, the conference calls would give the new Area Programs the opportunity to present questions or concerns regarding IPRS.

Medicaid encountered problems with one of their main auditing jobs on Saturday morning and an IPL issue was reported Saturday night; therefore Medicaid could not restart their checkwrite (approximately 15 hours to complete), which resulted in the delayed Medicaid checkwrite cycle.

The Area Programs will receive their paper 835 Medicaid RA tomorrow afternoon; paper checks will be distributed tomorrow, then Medicaid will forward the Area Program's 835 Medicaid RA electronically.  EDS stated receiving the IPRS 835 RA first prior to the Medicaid 835 RA could be a normal process going forward.

As the result of the merger between DSL and Wayne County, Retro-Medicaid has become an issue for the Area Programs.  Duplin Sampson Lenoir and Wayne County are operating as two separate local systems instead of one.  Claims are being processed as DSL, but started out as Wayne County's claims (claims information reported on two separate RA's).  DMH IT Services will contact Terry Boyette regarding DSL and Wayne County 's issue.  Shawn Holland stated there is an old ICN/new ICN report available that could help the two determine what was received, processed and paid.

DMH IT Services will forward the approved Healthchoice memo to the IPRS support group.  DMH IT Services stated that Lee-Harnett, Pathways and New River has expressed concerns and issues regarding Healthchoice.

| Item No. | Topics |
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**2.**     **Review Results of the Previous Checkwrite:**

Please review the attached checkwrite summary report.

**CSR Prioritization:**

DMH IT Services and EDS will meet at 11:30am today to discuss/review CSRs. Shawn Holland will give signoff document pertaining to Mini-Modifier (HCPCS/modifier to local code crosswalk) Solution to the HIPAA compliant version and Production Version to Jean Revenew for review/signature.

**Bug Central:**

There are currently five bugs in customer review (211362, 211784, 215045, 216817 and 218820) and two bugs in process/working (209198 and 218327).

**Operations Support (File Maintenance, Security, Help Desk):**

Deborah Merrill received the 77ids that were deleted from EDS' security records and is updating their database to be in sync with EDS' security records.

| Item No. | Topics |
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**3.** **Administration Notes Continued:**

**10:30am Conference Call to Area Programs:** Area Program checkwrite status, discuss preparations, questions and concerns.

Jay Dixon of the Controllers Office will attend the next Core Team Meeting scheduled November 5, 2003.

Lee-Harnett, Pathways and New River expressed concerns and issues regarding Healthchoice. Lee-Harnett has issues regarding implementation (policy statement, 11/1/03). New River stated they will need to review these claims on a case by case basis, which will be a tedious process for them. Pathways is requiring major changes to their system; it will be impossible to make the 11/1/03 deadline.

DMH IT Services iterated that the Area Programs will need to contact the Division on an individual basis regarding Healthchoice (some do not have a system designed to accept Healthchoice claims; some are billing IPRS as the first payer and some are billing $3^{rd}$ party). Healthchoice is not changing their policies and procedures; the Area Programs will need to justify why the Division should delay implementing Healthchoice. DMH IT Services will schedule a meeting with George Scott to discuss the issues surrounding Healthchoice.

Crossroads raised an issue regarding their submitted rate request for procedure code YM580 Day Support. Crossroad submitted the rate request as instructed and left a detailed message with Kent Woodson regarding it. The Area Program has not received a response from Kent, yet. Rick DeBell will perform follow-up procedures regarding the Area Program's rate request. In regards to ADMRI rates (denials received due to rate provided), the Area Programs were instructed to contact Kent.

DMH IT Services informed the Area Programs that the 835-macro that was designed by Cheryl McQueen will eventually cease. The Division will not be able to provide 835-macro support to the Area Programs eventually. The 835-macro was designed and implemented to help the pilot sites temporarily until their software vendors were able to create their own viewable/printable 835. The 8599 macro works on consistent files only.

The Area Programs will receive their IPRS 835 RA prior to receiving their Medicaid 835 RA. Medicaid encountered problems with one of their main auditing jobs on Saturday morning and an IPL issue was reported Saturday night; therefore Medicaid could not restart their checkwrite (approximately 15 hours to complete), which resulted in the delayed Medicaid checkwrite cycle.

Mecklenburg asked the Area Programs participating in the conference call how long it takes to process 4000 claims in the 837-file. SEC uses CMHC and it takes them 10 minutes to run their 837-file. Lee-Harnett uses Uni/Care and it takes them approximately 10 minutes to run their 837-file. Rockingham uses WilData and it takes them approximately 3 minutes to run their 837-file. Mecklenburg iterated that it took approximately 3 days to run their 837-file; now it takes them 9 hours to run their 837 file.

Tim Sullivan, EDS Systems Manager, will attend the Core Team meetings going forward. All EDS Systems Engineers (Medicaid and IPRS) will report to Tim administratively in a joint effort to improve communication, interaction, organization and planning and other areas deemed necessary. Also, Tim Sullivan could address Medicaid issues during the conference call with the Area Programs.

## Action Items

| Item No. | Open Date | Description | Assigned To | Comments | Status | Target Date |
|---|---|---|---|---|---|---|
| AI1. | 7-23-03 | DMH IT Services will perform follow-up procedures regarding jail diversion allocation. | Betty Cogswell Rick DeBell | Short term/long tern solution proposed. Long term encompasses changes to the eligibility file; covers more than jail diversion. | No change | |
| AI2. | 10-8-03 | Western Highlands merger. | Rick DeBell | Communicate with Lisa and Wanda possible impacts resulting from the merger. | No change | |
| AI3. | 10-22-03 | Area Programs that have not sent their consolidated TPA: OPC, SE Regional, Davidson, Onslow, Neuse, Durham, Edgecombe-Nash, Foothills and Riverstone. | Paul Carr | EDS will perform follow-up procedures (receiving compliant 835 for these Area Programs who have not forwarded a consolidated TPA for EDS signature). | | |

## Issue Items

| Item No. | Open Date | Description | Assigned To | Comments | Status | Target Date |
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| II1. | | | | | | |

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